
STAFF COMMENTS FOR PLANNING COMMISSION

MEETING DATE: October 17, 2007

SUBJECT: **AFP-07-035**

TITLE: **Storage Building
Public Works Maintenance Complex**

REQUEST: **CONSENT
REAPPROVAL
AMENDMENT TO FINAL PLAN**
Addition of Storage Building

ADDRESS: 800 Rabbitt Road
Department of Public Works, Park
Maintenance, and Engineering

ZONE: R-A (Low Density Residential)

APPLICANT: Mark Wilson, for City of Gaithersburg

STAFF LIAISON: Patricia Patula, Planner

Enclosures:

Staff Comments

Exhibits

- Exhibit 1: Site location map provided by applicant
- Exhibit 2: Aerial location provided by applicant
- Exhibit 3: Application
- Exhibit 4: Photographs
- Exhibit 5: S.D.A. for AFP-05-048 (previous approval)
- Exhibit 6: Minutes of Planning Commission Meeting of December 7, 2005
- Exhibit 7: Adjacent Property Owners Notification List
- Exhibit 8: Cover Sheet for Plan (T1.1)
- Exhibit 9: South Elevations (A2.1)
- Exhibit 10: North Elevations (A2.2)
- Exhibit 11: Site Plan

STAFF COMMENTS

I. BACKGROUND:

An application has been filed requesting a reapproval of a previously approved amendment to final plan for a new storage building at the City's Public Works Maintenance Complex, Department of Public Works, Park Maintenance and Engineering (DPWPM&E). The property is located at 800 Rabbitt Road in the Diamond Farm/Rabbitt Park Subdivision and is located in the R-A (Low Density Residential) Zone. This project was originally approved as AFP-05-048, on December 7, 2005 (reference Exhibit 5); however, the approval for the project expired in December of 2006.

II. SCOPE OF REVIEW:

This application comes before the Planning Commission because of Section 24-172A which requires the Planning Commission to grant amendments to final site plans. Section 24-173 also is pertinent in that it prescribes the time limitations for establishment of the proposed uses, which is one year after approval, or another year's extension with the Planning Commission's agreement. The project was not accomplished within the prescribed time frames, and thus the applicant is requesting a reapproval of the storage building project. There have been no changes in scope since the original approval.

III. SITE PLAN ANALYSIS AND FINDINGS:

In accordance with §24-171, the Planning Commission has the authority to review and make determinations regarding the proposed plan for the purpose of protecting the public health, safety and welfare. Section 24-170 outlines the findings for the approval of the site plan. Accordingly, staff provides the following comments and findings for Planning Commission consideration.

Site Characteristics.

The proposed building is to become part of the City of Gaithersburg's Public Works Maintenance Complex which is located on 17.12 acres in the western part of the City. The main DPWPM&E building, constructed in 1981, is the City's first "green" building incorporating a green roof, solar energy and other energy saving features. Due to its being built into the side of a hill, most of the building and industrial-type operations are hidden from street level, and the building appears no taller than a two-story house.

Green areas on the majority of the property boundaries buffer the complex from the surrounding residential uses.

Surrounding Land Use and Zoning.

The surrounding land uses are primarily residential in nature. To the west is the R-90 Cluster development of single attached and detached family homes in the Pheasant

Run subdivision. Directly across the street from the Public Works complex is Robertson Park, also zoned R-A. The remainder of adjacent areas includes the Grove Park Apartments in the R-20 zone.

Storage Building Location

The 2400-square foot building is planned to be placed between two existing storage sheds along the eastern edge of the property 50 feet from the side property line (reference Exhibit 11). It will be set 10.5 feet from the existing salt shed on the north and three feet from the concrete open storage structure to the south (Exhibit 8 Detail).

Minimal grading will be required for the installation of a concrete slab foundation, an egress area at the rear of the building at the berm, and modification of the drainage area in front of the proposed building. There will also be minimal asphalt paving restoration work.

The storm drain pipe that flows through the area that will become the foundation floor of the storage building has recently been evaluated and improved. The original corrugated galvanized metal pipe has been replaced with a 15-inch diameter concrete pipe and has been lowered in elevation deeper into the ground.

Storage Building Elevations

The 40-foot by 60-foot building is to be a pre-engineered metal structure with two man doors and three roll-up doors. No windows are planned. See Exhibits 9 and 10.

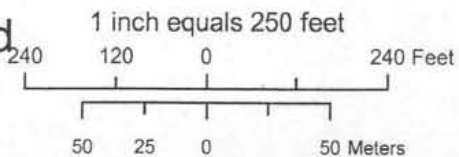
Summary of Findings

The Planning Commission is receiving this application because the proposed modifications are required to be reviewed by Planning Commission as part of the reapproval of an amendment to final plan. Staff believes that the addition of this storage building is necessary for the functioning of the Department of Public Works (DPWPM&E); meets the requirements of the R-A Zone pertaining to permitted uses, lot coverage by buildings, and green space; and blends well into the existing complex.

IV. CONCLUSION:

Staff recommends **TO GRANT AFP-07-030, STORAGE BUILDING FOR THE PUBLIC WORKS MAINTENANCE COMPLEX, REAPPROVAL OF THE AMENDMENT TO FINAL PLAN APPROVAL, FINDING IT IN CONFORMANCE WITH §§ 24-170, 24-172, AND 24-23 (R-A ZONE) OF THE CITY'S ZONING ORDINANCE.**

800 Rabbitt Road



MD State Plane
HPGN NAD 83/91

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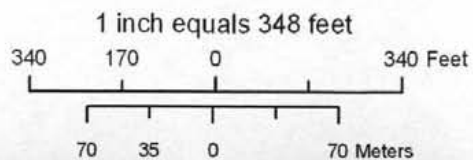
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City of Gaithersburg
Planning and Code Admin
31 S Summit Ave
Gaithersburg, MD 20877
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www.gaithersburgmd.gov

AFP-05-048





MD State Plane
HPGN NAD 83.91

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ProjectName.mxd • 11-Jan-2007 • zzz



PENGAD 800-631-6989

#2
AFP-07-035
10-17-07

AMENDMENT TO FINAL PLAN APPLICATION

Application # AFP 07-035
Date Filed 10/2/07
Total Fee _____

In accordance with Section 24, Article V of the City Code

1. SUBJECT PROPERTY

Project Name Department of Public Works, Parks Maintenance & EngineeringStreet Address 800 Rabbitt Road, Gaithersburg, Maryland 20877Zone R-A Historic area designation ☐ Yes ☒ NoLot B Block _____ Subdivision Diamond Farms, Rabbitt ParkTax Identification Number (MUST BE FILLED IN) 02018277

2. APPLICANT

Name City of Gaithersburg, Depart. PW, PM, & EStreet Address 800 Rabbitt Road

Suite No. _____

City GaithersburgState MDZip Code 20878Daytime Telephone 301 258-6370

3. ARCHITECT/ENGINEER/DEVELOPER

Architect's Name CDS architectural Design

Architect's Maryland Registration Number _____

Telephone 301 252-1887Street Address 814 West Diamond AvenueSuite Number 360City GaithersburgState MDZip Code 20878Engineer's Name Abel Consulting Engineers

Engineer's Maryland Registration Number _____

Telephone 301 258-6370Street Address 814 West Diamond AvenueSuite Number 360City GaithersburgState MDZip Code 20878Developer's Name City of GaithersburgTelephone 301 258-6370Street Address 800 Rabbitt Road

Suite Number _____

City GaithersburgState MDZip Code 20878Contact Person Mark WilsonTelephone 301 258-6370

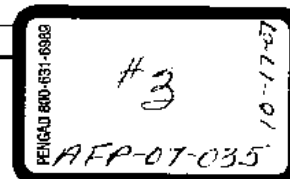
4. PROPERTY OWNER

Name City of GaithersburgStreet Address 31 South summit avenue

Suite No. _____

City GaithersburgState MDZip Code 20877Daytime Telephone 301 258-6310

5. CITY PROJECT NUMBER

Original Site Plan Number 5-622Date Approved October 3, 1979Name of previously approved Final Plan Public Service Facility

6. WORK DESCRIPTION

Please state clearly changes requested from final approved plan.

We will be adding: a 40' x 60' pre-engineered metal storage building and associated grading; concrete slab and foundation; and asphalt paving restoration work.

7. PROJECT DETAIL INFORMATION**a. POPULATION CHANGES (if any) None**

Changes in population estimated due to amendment.

Employee estimate: Total number

Total number per shift

Resident estimate: Total number

Total number per dwelling unit

b. PLEASE SUPPLY THE FOLLOWING INFORMATION

DEVELOPMENT INFORMATION		REQUIRED	PROVIDED
1. Site (square feet)			745,747.2 s.f.
2. Site Area (acres)			17.12 acres
3. Total Number of Dwelling Units/Lots			N/A
4. Height of Tallest Building			30 ft.
5. Green Area (square feet)			444,640.2 s.f.
6. Number of Dwelling Units/Acre			N/A
7. Lot Coverage (Percent)			
8. Green Area (Percent)			59 %
9. Residential			
a. Single Family Detached	# Units	N/A	N/A
b. Single Family Attached	# Units	N/A	N/A
c. Multi-Family Condo	# Units	N/A	N/A
d. Multi-Family Apartment	# Units	N/A	N/A
e. Other			
10. Retail/Commercial	Sq. Ft.		N/A
11. Restaurant Class: <input type="checkbox"/> A <input type="checkbox"/> B <input type="checkbox"/> C	Sq. Ft.		N/A
12. Office/Professional	Sq. Ft.		3,875 s.f.
13. Warehouse/Storage	Sq. Ft.		31,526.7 s.f.
14. Parking			36,974 s.f.
15. Shared Parking/Waiver			N/A
16. Other			228,731 s.f.
17. Total			

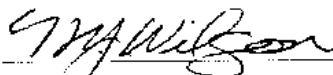
SUBMISSION REQUIREMENTS

1. Set of plans per the respective checklist. Plans must be folded to 8 1/2 x 11."
2. Completion of the table above.

I have read and complied with the submission requirements and affirm that all statements contained herein are true and correct.

Applicant's Name (please print) Mark Wilson

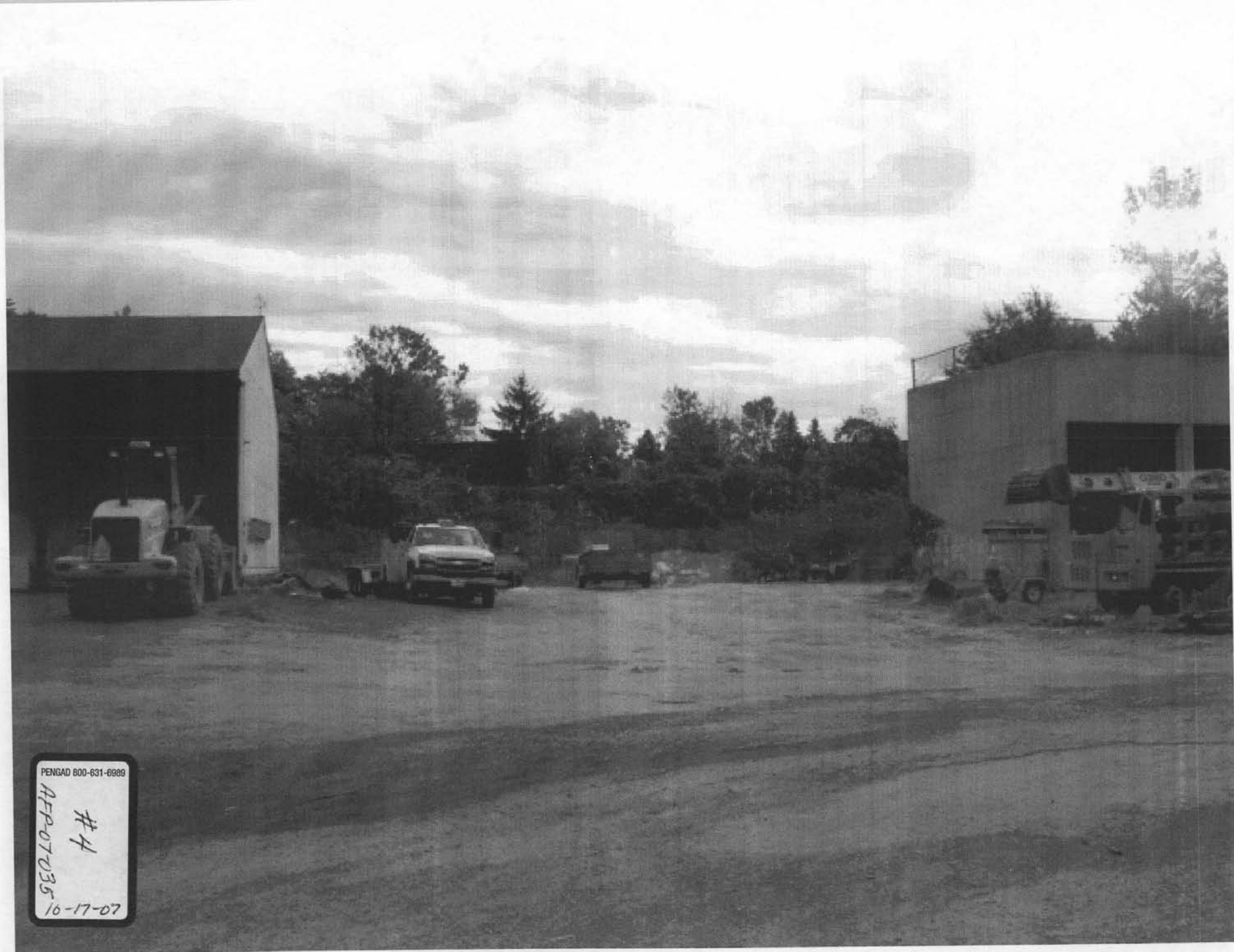
Applicant's Signature



Date October 1, 2007

Daytime Telephone

301 258-6370



PENGAD 800-631-6989

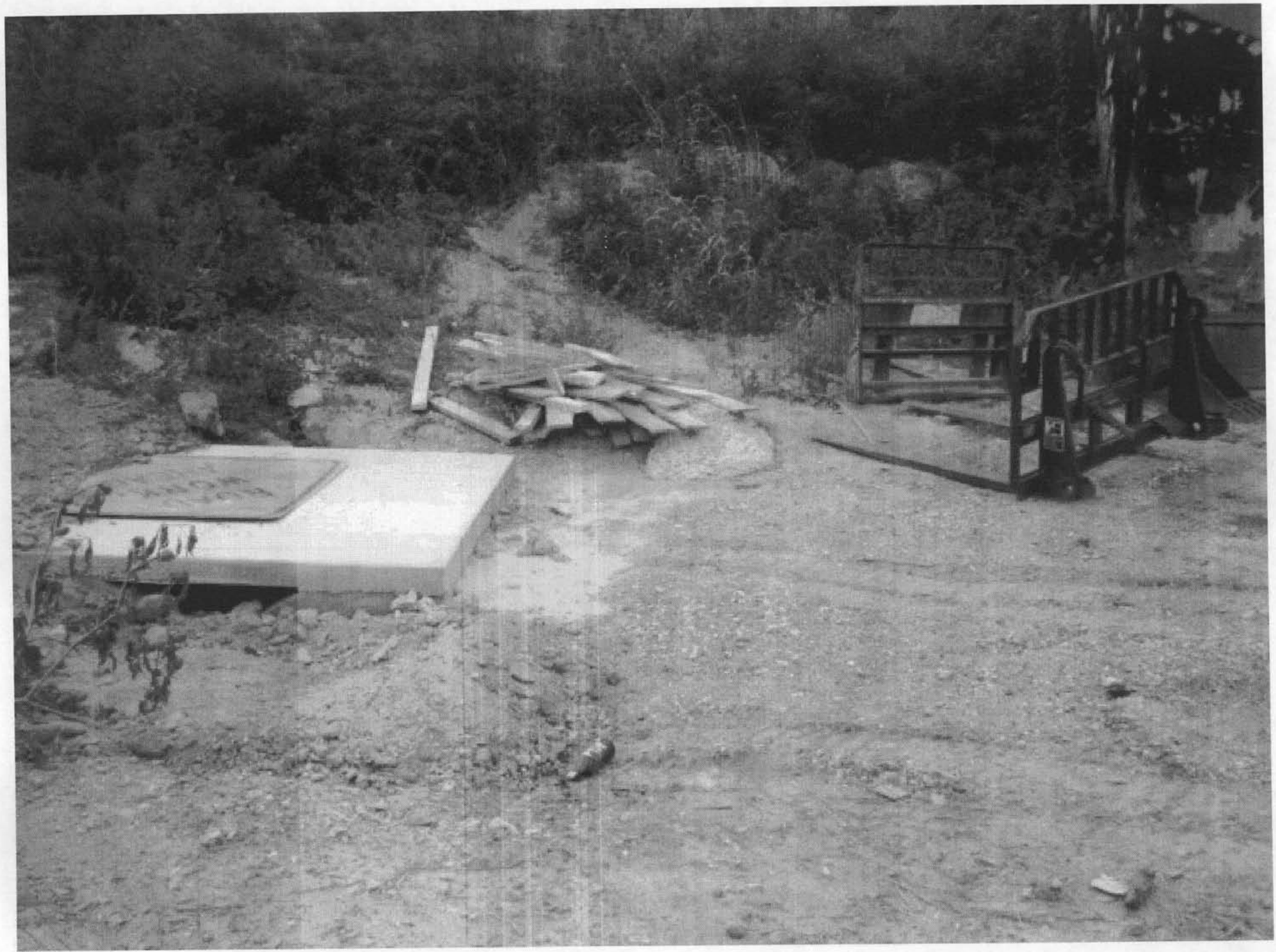
AFP-07-035

#4

10-17-07







SITE DEVELOPMENT APPROVAL

Applicant:

SHERI PORTER-NELSON
DPWPM&E
800 RABBITT ROAD
GAITHERSBURG MD

Project:

Site Plan: AFP-05-048
Proj Name: DPWME Facility
Lot/Block:
Address: 800 RABBITT RD GB
Action: Planning Commission Approval

Description:

Construct a 40' X 60' pre-engineered metal storage building.

Dear Applicant:

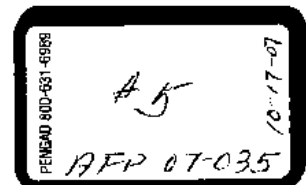
The Planning Commission of the City of Gaithersburg, at their meeting held on **December 7, 2005**, has reviewed and approved your application.

All permits required by the Ordinance of the City of Gaithersburg may now be applied for at the Planning and Code Administration at City Hall, 31 South Summit Avenue. See procedure described on the reverse side of this form.

This approval is issued subject to all contingencies enumerated on the reverse side of this form. Additional requirements of this approval are listed below:

Date: December 08, 2005 Planner:

Patricia Patula
Patricia Patula



CONTINGENCIES OF ISSUANCE:

1. Conditions may be attached to the S.D.A. (Site Development Approval) as deemed reasonable and necessary to assure that the proposed use will be consistent with the purpose and intent of the Zoning Ordinance of the City of Gaithersburg.
2. **Note:** Deviation from the plans (including elevations) so approved shall **not be permitted** without reapproval of the Planning Commission. Any such deviation without prior approval shall constitute a violation of the City's Zoning Ordinance.
3. Construction or operation shall commence within three hundred sixty-five (365) days of date of approval by the Planning Commission; if not, a new final approval becomes necessary if extension request has not been filed with the Community Planning staff of the Planning and Code Administration. No permits shall be issued without S.D.A. approval (see below).
4. The staff shall not be empowered to waive dedication of right-of-way and easements required by the General Plan or Master Plans for particular planning areas.
5. Issuance of S.D.A. shall not constitute the right to occupy the property; only a subsequent Occupancy Permit and Inspection Approval issued by the Permits and Inspections staff of the Planning and Code Administration can do this.
6. Issuance of the S.D.A. by the City of Gaithersburg shall not relieve the applicant of the responsibility to comply with any additional City requirements, or those of other governmental jurisdictions.

BUILDING PERMIT PROCESS:

The following procedure must be followed by an applicant with respect to obtaining a building permit for a site which has received final approval from the City of Gaithersburg's Planning Commission:

1. Applicant receives **S.D.A.** (Site Development Approval) form with conditions from Planning and Code Administration immediately following approval of plan by the Planning Commission.
2. To begin permit process, applicant must submit a full package of **original plans and one paper print package** (site plan, landscape plan, storm/paving plans, forest conservation plan (FCP), sediment control plans, storm water management plans and architectural elevations) to the Director of Public Works, Parks Maintenance and Engineering for his/her signature. When package is signed, Public Works will notify applicant to pick-up original plans. The paper print package is retained by the Director of Public Works, Parks Maintenance and Engineering.
3. The applicant must submit a full paper print package and the original plans package to the Planner, who will then sign the **original site plan, landscape plan, forest conservation plan, and building elevation only**; however, the entire package of originals will remain together. When signature of Planner has been affixed, Planning and Code Administration staff will notify applicant to pick-up entire signed original plan package. The paper print package is retained by the Planning and Code Administration.
4. When applying for: a **sediment control, grading and/or sitework permit**, applicant submits four (4) complete sets of paper prints of the signed plans and a copy of the S.D.A. to Permits and Inspections staff of the Planning and Code Administration.
5. When applying for a **building permit**, applicant submits a copy of site plan and three (3) full sets of Maryland Architect stamped construction/design plans and a copy of stamped and Planning Commission approved building facade elevation and a copy of the S.D.A., in addition to other items required on the Building Permit Application.

A historic area work permit is required for alterations to public or private property containing a historic resource. No work can be undertaken prior to issuance of a Certificate of Approval by the Historic District Commission.

compliance with Zoning Ordinance §§ 24-170, 24-171 and 24-172.

Vote: 5-0

AFP-05-044 -- On Our Own of Montgomery County
434 East Diamond Avenue
Rear Shed
AMENDMENT TO FINAL PLAN REVIEW

CBD Zone

Planner Patula oriented the property on the site plan and introduced the applicant.

On Our Own Executive Director Pamela King noted the reasons for the proposed storage shed. She indicated the proposed location is in accord with City staff's direction, discussed the proposed materials and color, and noted the shed is not to be temporary.

There was no public testimony.

Ms. Patula voiced staff's recommendation for approval as the plan meets the Zoning Ordinance criteria for approval.

Commissioner Levy moved, seconded by Commissioner Winborne, to grant AFP-05-044 - On Our Own of Montgomery County, AMENDMENT TO FINAL PLAN APPROVAL, finding the plan in compliance with Zoning Ordinance §§ 24-163(a), 24-170 and 24-171.

Vote: 5-0

AFP-05-048 -- City of Gaithersburg
Public Works, Park Maintenance and
Engineering Facility
800 Rabbitt Road
Storage Shed
AMENDMENT TO FINAL PLAN REVIEW

R-A Zone

Planner Patula located the property and introduced the applicant's representative.

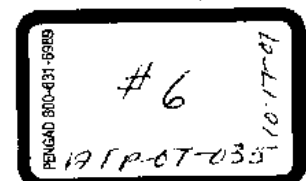
City of Gaithersburg Capital Projects Director Sherry Porter-Nelson, Department of Public Works, Park Maintenance and Engineering (DPWPM&E), noted the location on the site plan of the proposed pre-engineered metal shed, as well as the dimensions, materials and color. In response to Commissioner Levy, she indicated that a small paving area is also proposed to facilitate vehicular access.

There was no public testimony.

Commissioner Levy moved, seconded by Commissioner Kaufman, to grant AFP-05-048 - City of Gaithersburg DPWPM&E AMENDMENT TO FINAL PLAN APPROVAL, finding the plan in compliance with Zoning Ordinance §§ 24-23, 24-171 and 24-172.

Vote: 5-0

~~CSP-05-007~~ -- Commerce Bank
810 West Diamond Avenue
Redevelopment from Restaurant
CONCEPT PLAN REVIEW



City of Gaithersburg Memorandum

Date October 4, 2007

Re: Letter to Adjacent Property Owners Notification for Storage Shed at Public Works

On October 4, 2007 the following 3 page letter was mailed by Mark Wilson at the Facility Department to the following residents located in Gaithersburg at:

301 Rabbitt Road
303 Rabbitt Road

6 Rudis Way
21 Rudis Way

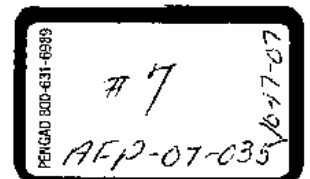
10 Seville Way
12 Seville Way
15 Seville Way

750 Clopper Road

226 Perrywinkle
228 Perrywinkle
230 Perrywinkle
242 Perrywinkle
246 Perrywinkle
248 Perrywinkle

7 Noblewood Court
9 Noblewood Court
11 Noblewood Court
13 Noblewood Court

XXX



MINOR AMENDMENT TO FINAL PLAN FOR STAFF APPROVAL

ADJACENT PROPERTY OWNERS NOTIFICATION

In accordance with Chapter 24, Article V, Section 24-172 of the City Code

To be completed by applicant:

ADDRESS OF SUBJECT SITE 800 Rabbitt Road, Public Works Facility, City of Gaithersburg

LOT B BLOCK SUBDIVISION Diamond Farms, Rabbitt Park

CHANGES REQUESTED _____
[see reverse side for appropriate references from Sec. 24-172(c) of the Zoning Ordinance]

We will be adding: a 40' x 60' pre-engineered metal storage building and associated grading; concrete slab and foundation; and asphalt paving restoration work.

To Whom It May Concern:

The City of Gaithersburg Planning and Code Administration has received a request for staff approval of a minor amendment to a site plan for the above property. This application was submitted by City of Gaithersburg [name of applicant/builder] to the City on October 1, 2007 [date]. For your reference, a copy of the proposed site plan can be reviewed at City Hall, in the Planning and Code Administration, Monday through Friday, 8 a.m. to 5 p.m.

The Planning and Code Administration staff reviews these applications on a weekly basis. Any comments which you wish to make (oral or written) should be directed to the Planning and Code Administration within **7 days** of the date of this letter. Please note that those comments which object to the application but do not specifically reference the proposed modifications and any adopted architectural standards will **not** be considered by staff. Copies of adopted architectural standards are available from the Planning and Code Administration, from 8AM to 5PM, Monday through Friday.

The Planning and Code Administration staff will make every effort to allow input by either phone or mail prior to taking action. However, if a response is not received within 7 days, the application will be processed.

Given to owners of abutting and confronting properties(see Section 24-172(b) of the City Code) on _____ (date).

Address: _____

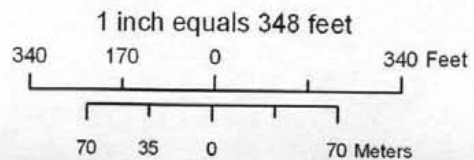
Lot: _____ Block: _____ Subdivision: _____

NOTE: Any reproduction of this form must include the back side. Forms which are given to adjacent property owners but do not contain Sec. 24-172(c) of the Zoning Ordinance will not be accepted as proper notification.

continued on reverse side

C. Minor amendment requests.

1. Requests for minor amendments shall be filed with and acted upon by the planning director or his/her designee. Requests for minor amendment include:
 - a. Resiting or relocation of buildings or structures including, but not limited to, garages and accessory structures on not more than three (3) contiguous lots, including moving or rotation of a building or structure's footprint, provided such moving or rotation does not shift a building or structure's footprint more than ten (10) feet in any direction.
 - b. Resiting of a lot with a house type previously approved by the City Planning Commission.
 - c. Approval of retaining walls/fences and other enclosures.
 - d. Minor revisions to building elevation and site plan details which do not add onto buildings or expand footprints of previously approved buildings (other than item b above).
 - e. Minor signage changes or additions.
 - f. Minor landscaping or pedestrian and sidewalk access revisions.
 - g. Addition of easements and parking areas or correction of easement and parking area location.
 - h. Revision to forest conservation plan.
 - i. Revisions or amendments delegated by the City Planning Commission.
2. Public hearings of the Planning Commission are not required for a minor amendment, provided, however, the planning director or his/her designee shall, upon request, meet with the applicant and interested parties or consider written comments on the amendment.
3. A minor amendment can only be granted if:
 - a. The amendment does not violate the development standards of the property's zoning or increase the lawful nonconformity of any lot or building; and
 - b. The amendment is in general harmony with the architectural and site design characteristics of the approved site development plan; and
 - c. The amendment will not substantially impair the intent, purpose or integrity of the neighborhood or the planning documents for the applicable area.
4. The decision of the planning director (or designee) may be appealed to the City Planning Commission if filed with the Planning and Code Administration, in writing, within fifteen (15) days after the decision is mailed by the planning director. The Planning Commission, in its discretion, may hold a public hearing on the decision of the planning director, or order written statements and oral argument in lieu of public hearing. The Planning Commission may approve, approve with modifications, or disapprove the requested amendment(s) and shall state the reasons for its action. (Res. No. R-19-66; Ord. No. O-15-93, 11-1-93)



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New Storage Building for:
The City of Gaithersburg
800 Rabbitt Road
Gaithersburg, Maryland

SUBMITTALS

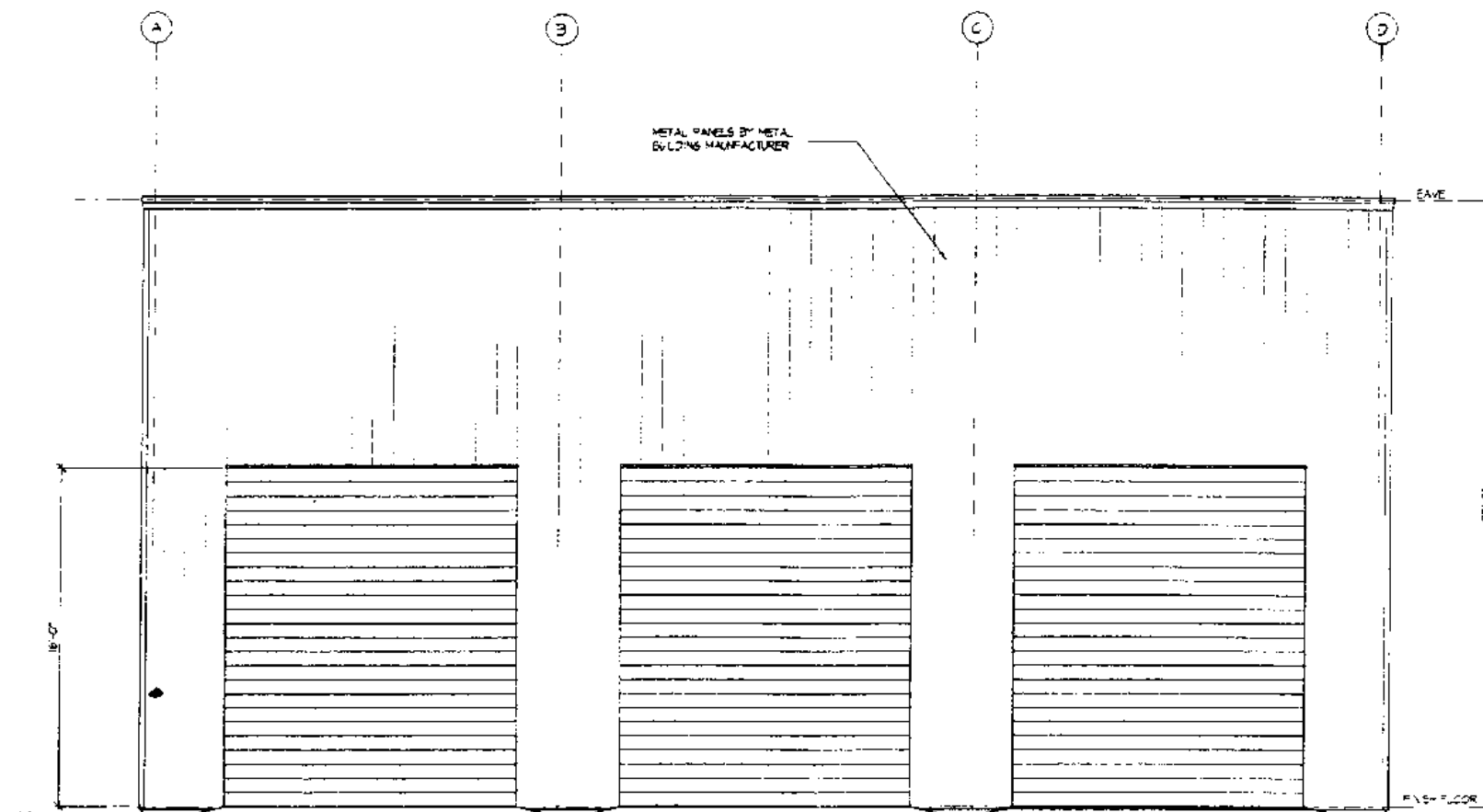
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FILE

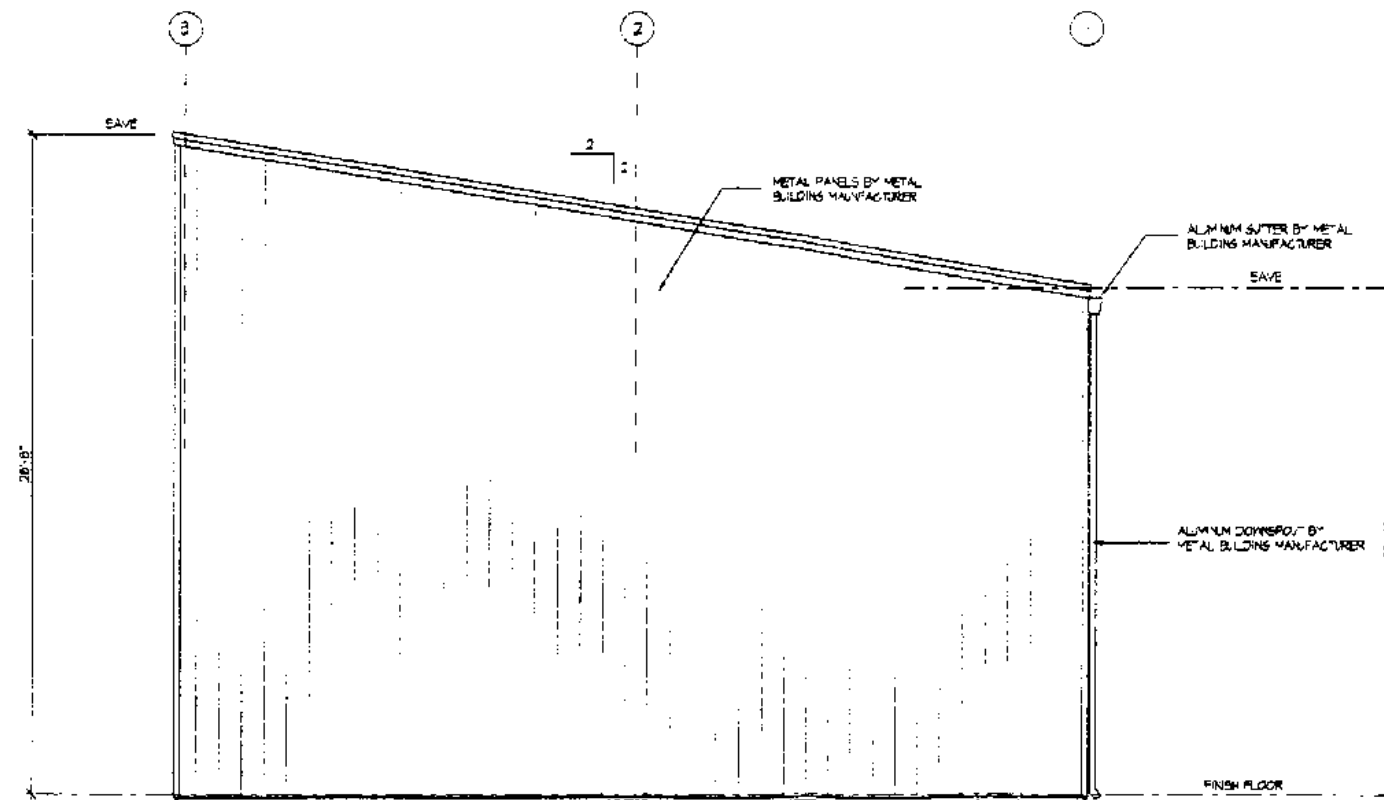
DATE 111505

ELEVATIONS

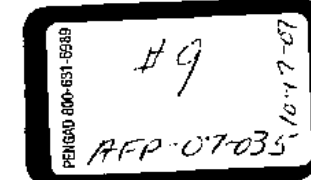
A2.1

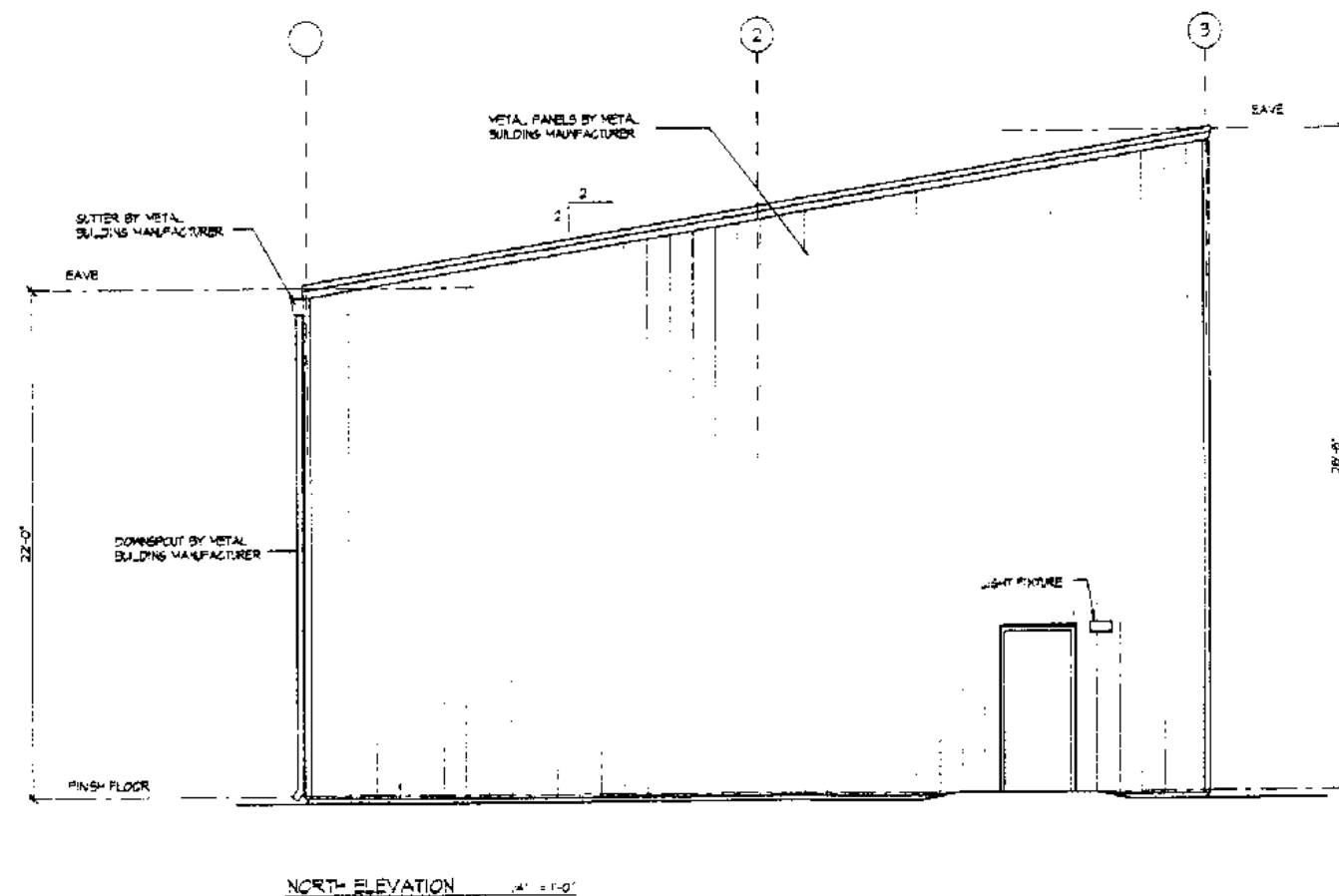
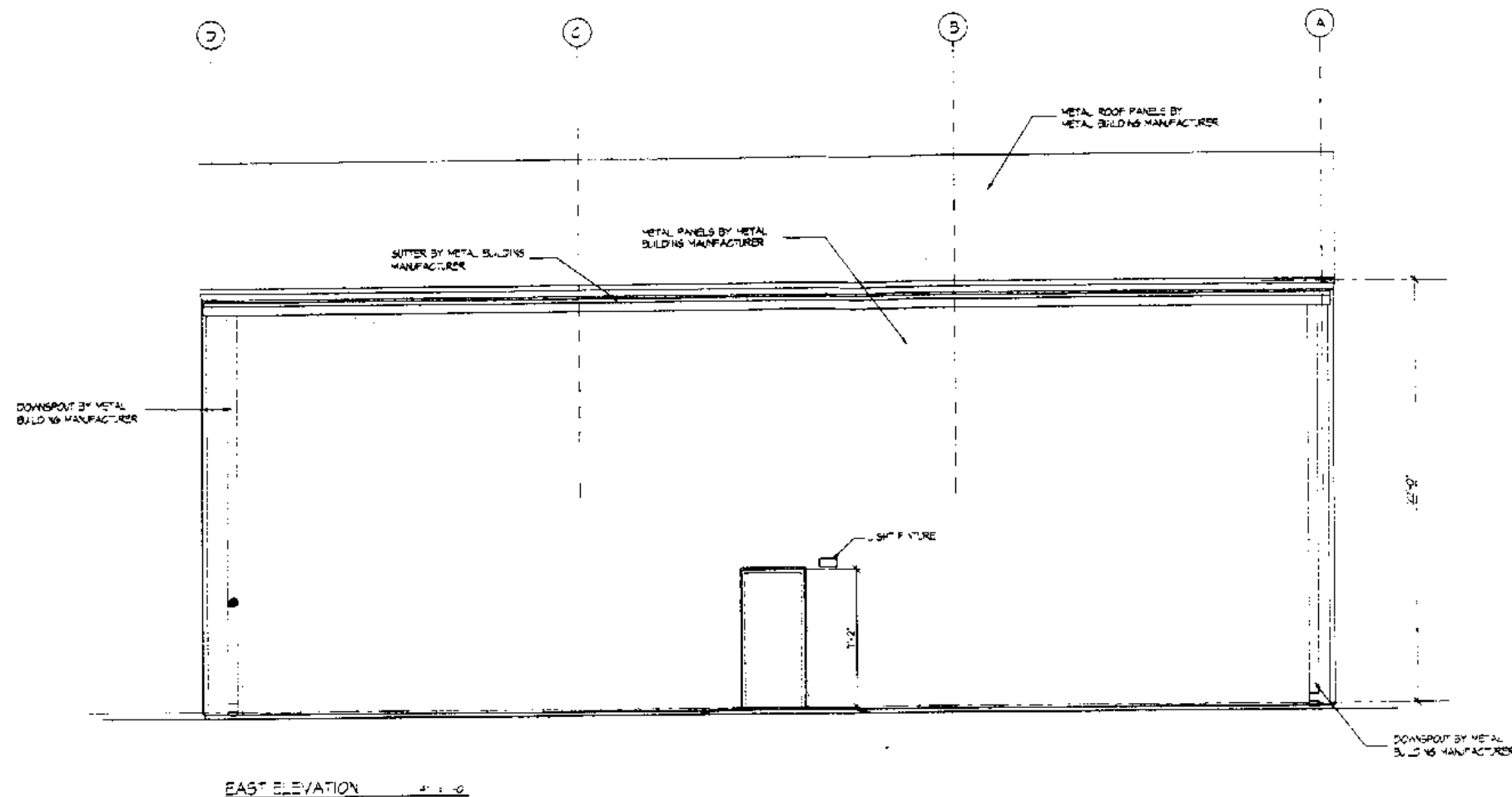


WEST ELEVATION 4' = 1" 20



SOUTH ELEVATION 7'8" x 12'5"





SUBMITTALS

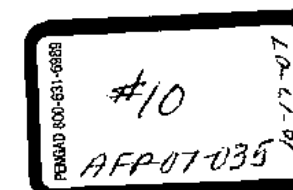
JOB No. 25020

FILE

DATE 111505

ELEVATIONS

A2.2



CONSTRUCTION NOTES

- Existing curb, gutter and pavement to be removed as necessary, adjust grades as necessary.
- Grade area in front of proposed storage building to provide vehicular access into bay doors. Pave area to match existing adjacent lot.
- Remove existing curb inlet top and replace with standard manhole top, adjust grade as necessary.
- Existing storm pipe to be replaced as needed to provide RCP pipe under building.
- Proposed SWM improvements conducted under separate contract.
- Proposed retaining wall to be used if necessary to control slope of be rm.

**SWM IMPROVEMENTS
- UNDER SEPARATE
CONTRACT -**

GENERAL NOTES

- PROPERTY IS OWNED BY THE CITY OF GAITHERSBURG.
- BOUNDARY AND TOPOGRAPHIC INFORMATION TAKEN FROM PLANS PREPARED BY GREENHORNE & O'MARA FOR THE CITY OF GAITHERSBURG.
- TOTAL DISTURBED AREA PROPOSED BY THIS PLAN IS APPROXIMATELY 2,400 SQ. FT.
- STORMWATER MANAGEMENT FOR THIS SITE IS PROPOSED UNDER SEPARATE PLAN.

DEVELOPMENT DATA

ZONING	R A
TOTAL AREA OF SITE	17.12 AC. (745,747.2 SQ. FT.)
MAXIMUM DENSITY	N/A
MINIMUM LOT SIZE	130,000 SQ. FT.
LOT SIZE SHOWN	745,747.2 SQ. FT.
HOLDING RESTRICTION LINES	FRONT YARD 30 FEET REAR YARD 30 FEET SIDE YARD 15 FEET (REQUIRED) SIDE YARD 50 FEET (PROVIDED)
PARKING SPACES REQUIRED	70
PARKING SPACES PROVIDED	135
MAX BUILDING HEIGHT	35 FEET
HEIGHT OF PROPOSED BUILDING	28 - 8'
LOT COVERAGE ALLOWED	25% MAX (186,425.8 SQ. FT.)
COVERAGE BEFORE THIS PLAN	4.30% (33,001.0 SQ. FT.)
COVERAGE AFTER THIS PLAN	4.75% (35,401.0 SQ. FT.)
MINIMUM GREENSPACE	40% (298,298 SQ. FT.)
GREENSPACE PROVIDED	59% (444,640 SQ. FT.)

CITY OF GAITHERSBURG PLANNING COMMISSION
31 SOUTH WILSON AVENUE, SUITE 200, GAITHERSBURG, MD 20878

SITE PLAN APPROVAL

AT THE PRELIMINARY SCHEDULE TO REGISTER WITH THE PLANNING COMMISSION

APPROVED BY: _____ DATE: _____

AMENDMENT TO FINAL PLAN APPROVAL

DATE: _____ BY: _____

NOTE: ANY CHANGES TO THE PRELIMINARY PLAN MUST BE APPROVED BY THE PLANNING COMMISSION.

CITY OF GAITHERSBURG
DEPARTMENT OF PUBLIC WORKS
STREET MAINTENANCE DIVISION

FINAL APPROVAL

DATE: _____ BY: _____

1 inch equals 30 feet

0 30 60 Feet

PE/MSD 800-631-0989
#11
AFP-07-035
10-17-07